

OXC-5445

Copy 6 of 6

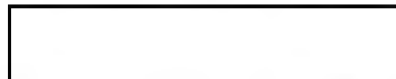
9 August 1963

Dear Al,

Your attention is invited to previous letters sent you concerning the ground rules to be followed in handling of our clients during their visits to your facility.

As you know two new clients will visit you beginning on 12 August 1963. I understand from Joe R. in Worcester that you have been in touch with them on the telephone and that the necessary arrangements have been made for meeting, identifying, etc. I am confident that, with the ground rules in mind, no difficulties will be experienced.

For the record, the true names of your two new clients are:



25X1A

I am forwarding another letter today listing the names that are to be used by the men while at your company. Adjacent to the names in my other letter will be the number which, in accordance with policy, will be used on purchase orders for all equipment. The same numbers will be used by Joe R. in Worcester.

Concerning the use of names, let me reiterate that the true names are not to be used within your facility and are to be known only to you and Bob Z. The clients will use the names in my other letter at all times in your plant and including signing the register (if necessary) and will be so identified to those with whom they come in contact. Remember, however, that true names are used at the Hotel and in all other instances away from the plants. Take care that the clients personal papers and wallets are not viewed by other personnel during testing periods. Contact between the clients and your personnel during off-duty hours should be avoided at all costs.

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Please call me if you have any questions relating to
this matter.

Regards,

ISI

John

Distribution:

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